



United States of America  
National Labor Relations Board



## REVISED NOTICE OF ELECTION

### INSTRUCTIONS TO EMPLOYEES VOTING BY U.S. MAIL

**PURPOSE OF ELECTION:** This election is to determine the representative, if any, desired by the eligible employees for purposes of collective bargaining with their employer. (See VOTING UNIT in this Notice of Election for description of eligible employees.) A majority of the valid ballots cast will determine the results of the election. Only one valid representation election may be held in a 12-month period.

**SECRET BALLOT:** The election will be by secret ballot carried out through the U.S. mail under the supervision of the Regional Director of the National Labor Relations Board (NLRB). A sample of the official ballot is shown on the next page of this Notice. Voters will be allowed to vote without interference, restraint, or coercion. Employees eligible to vote will receive in the mail *Instructions to Employees Voting by United States Mail*, a ballot, a blue envelope, and a yellow self-addressed envelope needing no postage.

**ELIGIBILITY RULES:** Employees eligible to vote are those described under the VOTING UNIT on the next page and include employees who did not work during the designated payroll period because they were ill or on vacation or temporarily laid off. Employees who have quit or been discharged for cause since the designated payroll period and who have not been rehired or reinstated prior to the date of this election are not eligible to vote.

**CHALLENGE OF VOTERS:** An agent of the Board or an authorized observer may question the eligibility of a voter. Such challenge must be made at the time the ballots are counted.

**AUTHORIZED OBSERVERS:** Each party may designate an equal number of observers, this number to be determined by the NLRB. These observers (a) act as checkers at the counting of ballots; (b) assist in identifying voters; (c) challenge voters and ballots; and (d) otherwise assist the NLRB.

### METHOD AND DATE OF ELECTION

The election will be conducted by United States mail. The mail ballots will be mailed to employees employed in the appropriate collective-bargaining unit. At 10:00 AM on Friday, February 3, 2017, ballots will be mailed to voters from the National Labor Relations Board, Region 10, 233 Peachtree St NE, Harris Tower Suite 1000, Atlanta, GA 30303-1504. Voters must sign the outside of the envelope in which the ballot is returned. Any ballot received in an envelope that is not signed will be automatically void.

Those employees who believe that they are eligible to vote and did not receive a ballot in the mail by Friday, February 10, 2017, should communicate immediately with the Assistant Regional Director, Terry Combs, [terry.combs@nrlb.gov](mailto:terry.combs@nrlb.gov) or by phone at (470)343-7477.

All ballots will be commingled and counted at the Region 10 Subregion 11 Office, 4035 University Pkwy Suite 200, Winston Salem, NC 27106-3275 on Friday, February 24, 2017 at 10:00 AM. In order to be valid and counted, the returned ballots must be received in the Subregion 11 Office prior to the counting of the ballots.



United States of America  
National Labor Relations Board



**REVISED NOTICE OF ELECTION**  
**INSTRUCTIONS TO EMPLOYEES VOTING BY U.S. MAIL**  
**VOTING UNIT**

**EMPLOYEES ELIGIBLE TO VOTE:**

Those eligible to vote are: All PhD students in Duke University departments housed at its campuses in Durham and Beaufort, North Carolina, who are working toward PhD degrees offered by the Duke Graduate School and who are employed by Duke University to provide instructional services in undergraduate or graduate-level courses or labs (including, but not limited to, Teaching Assistants, Graduate Assistants, Instructors, and Graders) or to provide research services (including but not limited to Research Assistants and Graduate Assistants); who were employed by the Employer in the above described unit who: Receive a twelve month stipend and hold a unit position during the Spring 2017 semester, and/or Receive a nine-month stipend and hold or have held a unit position during the Spring 2016, Fall 2016 or Spring 2017 semesters.

**EMPLOYEES NOT ELIGIBLE TO VOTE:**

Those not eligible to vote are: All students at Duke Kunshan University and Duke-NUS Medical School, all students not working towards PhD degrees offered by the Duke Graduate School and all other employees, guards and supervisors as defined in the Act.

ALL BALLOTS WILL BE COMMINGLED AND COUNTED ON FRIDAY, FEBRUARY 24, 2017 AT 10:00 AM.

	<p><b>UNITED STATES OF AMERICA</b> <b>National Labor Relations Board</b> 10-RC-187957</p> <p><b>OFFICIAL SECRET BALLOT</b> For certain employees of <b>DUKE UNIVERSITY</b></p>	
<p>Do you wish to be represented for purposes of collective bargaining by <b>SERVICE EMPLOYEES INTERNATIONAL UNION CLC/CTW?</b></p>		
<p><b>MARK AN "X" IN THE SQUARE OF YOUR CHOICE</b></p>		
<p><b>YES</b></p> <div data-bbox="418 1560 553 1656"><input type="checkbox"/></div>		<p><b>NO</b></p> <div data-bbox="1057 1560 1192 1656"><input type="checkbox"/></div>
<p><b>DO NOT SIGN THIS BALLOT. See enclosed instructions.</b></p> <p><small>The National Labor Relations Board does not endorse any choice in this election. Any markings that you may see on any sample ballot have not been put there by the National Labor Relations Board.</small></p>		



United States of America  
National Labor Relations Board



## REVISED NOTICE OF ELECTION

### INSTRUCTIONS TO EMPLOYEES VOTING BY U.S. MAIL

#### **RIGHTS OF EMPLOYEES - FEDERAL LAW GIVES YOU THE RIGHT TO:**

- Form, join, or assist a union
- Choose representatives to bargain with your employer on your behalf
- Act together with other employees for your benefit and protection
- Choose not to engage in any of these protected activities
- In a State where such agreements are permitted, the Union and Employer may enter into a lawful union-security agreement requiring employees to pay periodic dues and initiation fees. Nonmembers who inform the Union that they object to the use of their payments for nonrepresentational purposes may be required to pay only their share of the Union's costs of representational activities (such as collective bargaining, contract administration, and grievance adjustment).

#### **It is the responsibility of the National Labor Relations Board to protect employees in the exercise of these rights.**

The Board wants all eligible voters to be fully informed about their rights under Federal law and wants both Employers and Unions to know what is expected of them when it holds an election.

If agents of either Unions or Employers interfere with your right to a free, fair, and honest election the election can be set aside by the Board. When appropriate, the Board provides other remedies, such as reinstatement for employees fired for exercising their rights, including backpay from the party responsible for their discharge.

#### **The following are examples of conduct that interfere with the rights of employees and may result in setting aside of the election:**

- Threatening loss of jobs or benefits by an Employer or a Union
- Promising or granting promotions, pay raises, or other benefits, to influence an employee's vote by a party capable of carrying out such promises
- An Employer firing employees to discourage or encourage union activity or a Union causing them to be fired to encourage union activity
- Making campaign speeches to assembled groups of employees on company time, where attendance is mandatory, within the 24-hour period before the polls for the election first open or the mail ballots are dispatched in a mail ballot election
- Incitement by either an Employer or a Union of racial or religious prejudice by inflammatory appeals
- Threatening physical force or violence to employees by a Union or an Employer to influence their votes

#### **The National Labor Relations Board protects your right to a free choice.**

Improper conduct will not be permitted. All parties are expected to cooperate fully with this Agency in maintaining basic principles of a fair election as required by law.

Anyone with a question about the election may contact the NLRB Office at (470)343-7477 or visit the NLRB website [www.nlr.gov](http://www.nlr.gov) for assistance.